

**Enrolled Minutes of the Eighth Regular or Special Meeting
For the Twenty-Eighth Highland Town Council
Regular Meeting
Monday, March 28, 2016**

Study Session. The Twenty-Eighth Town Council of the Town of Highland, Lake County, Indiana met in a study session preceding the regular meeting on Monday, March 28, 2016 at 6:45 O'clock P.M. in the regular place, the meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

Silent Roll Call: Councilors Bernie Zemen, Mark Herak, Dan Vassar, Steve Wagner and Konnie Kuiper were present. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

General Substance of Matters Discussed.

1. The Town Council reviewed and discussed the agenda of the imminent regular meeting.
2. The Town Council discussed the lighting choices for the traffic signal to be installed in front of the Fire Station No. 2 on 45TH Avenue.

The study session ended at 6:59 O'clock p.m.

Regular meeting. The Twenty-Eighth Town Council of the Town of Highland, Lake County, Indiana met in its regular session on Monday, March 28, 2016 at 7:02 O'clock P.M. in the regular place, the plenary meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

The Town Council President, Bernie Zemen presided. The Town Clerk-Treasurer, Michael W. Griffin, was present to memorialize the proceedings. The meeting was opened with Councilor Mark A. Herak reciting the Pledge of Allegiance to the Flag of the United States of America and offering a prayer.

Roll Call: Present on roll call were Councilors Bernie Zemen, Mark Herak, Dan Vassar, Steven Wagner, Konnie Kuiper were present. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

Additional Officials Present: Rhett L. Tauber, Esq., Town Attorney; Peter T. Hojnicky, Metropolitan Police Chief; John M. Bach, Public Works Director; William R. Timmer, Jr., CFOD, Fire Chief; Alex M. Brown, CPRP, Superintendent of Parks and Recreation; Kenneth J. Mika, Building Commissioner; and Cecile Petro, Redevelopment Director were present.

Also present: Susan Murovic, Advisory Board of Zoning Appeals; Randy Bowman, Assistant Inspector for Electrical Code; and Ed Dabrowski IT Director (Contract) were also present.

Minutes of the Previous Meetings: The minutes of the regular meeting of 14 March 2016 and the Special Meeting of March 21, 2016 were approved by general consent.

Special Orders:

1. **Public Hearing:** Proposed Additional Appropriations in Excess of the 2016 Budget for the **Corporation Capital Fund** in the amount of \$51,300.

- (a) Attorney verification of Proofs of Publication: The TIMES 17 March 2016. The Town Attorney verified that the proof of publication was in compliance with IC 5-3-1.
- (b) **Public Hearing.** The Town Council President called the hearing to order. There were no comments or remonstrances.
- (c) Action on **Appropriation Enactment No. 2016-13:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the **Corporation Capital Fund**, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.

Councilor Herak introduced and moved for the consideration at the same meeting of its introduction of Enactment No. 2016-13. Councilor Wagner seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The Enactment could be considered at the same meeting of its introduction.

Councilor Kuiper moved for the passage and adoption at the same meeting of its introduction of Enactment No. 2016-13. Councilor Herak seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The Enactment was passed and adopted at the same meeting of its introduction.

**Town of Highland
Appropriation Enactment
Enactment No. 2016-13**

AN ENACTMENT APPROPRIATING ADDITIONAL MONEYS IN EXCESS OF THE ANNUAL BUDGET for the CORPORATION CAPITAL FUND, ALL PURSUANT TO I.C. 6-1.1-18, and I.C. 36-5-3-5.

WHEREAS, Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the **Corporation Capital Fund**;

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levies set under I.C. 6-1.1-17, all pursuant to I.C. 36-5-3-5;

NOW, THEREFORE BE IT ENACTED by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Corporation Capital Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

CORPORATION CAPITAL FUND

Acct. No. 092-0000-44024 Construction Police Station:	<u>\$ 51,300.00</u>
<i>Total Series:</i>	\$ 51,300.00
Fund Total:	\$ 51,300.00

Section 2. That the Clerk-Treasurer is hereby authorized and instructed to inform the Department of Local Government Finance of this action and that these monies be made available for expenditure pursuant to I.C. 6-1.1-18.

Section 3. That in satisfaction and for the purposes of the provisions set out in I.C. 36-5-2-9.6, I.C. 36-5-3-5, I.C. 36-5-4-2, this enactment shall be deemed properly filed and introduced before the Town Council at a regular or special meeting, properly called and convened pursuant to I.C. 5-1.5-14 *et seq.*

Introduced and Filed on the 28th Day of March 2016. Consideration on the same day or at same meeting of introduction sustained a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 28th Day of March 2016, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Bernie Zemen, President (IC 36-5-2-10)

ATTEST:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

2. **Public Hearing:** On the matter of Establishing an Economic Development Target Area (EDTA) for the purposes of tax abatement that involves a proposed retail establishment to be located at 8835-8845 Kennedy Avenue, Highland, Indiana. *Proposed Ordinance No. 1613 was introduced and filed by Councilor Vassar at the Town Council Meeting of March 14, 2016. There was no further action at that meeting.*
 - (a) Attorney verification of proof of publication: The TIMES 15 March 2016. The Town Attorney verified that the proof of publication complied with IC 5-3-1.
 - (b) **Public Hearing.** The Town Council President called the hearing to order.
 1. Rick Volbrecht, 9221 Parkway Drive, Highland, spoke favorably about the effort to recover the location of the former Finke's.

There was no further comment. The hearing was closed.

- (c) *Consideration of Introduced Ordinance No. 1613: An Ordinance Designating An Economic Development Target Area Within The Boundary Of An Economic Revitalization Area Established By Resolution 2007-23 Adopted May 14, 2007 That Is Located At 8835 And 8845 Kennedy Avenue To Enable Property Tax Abatement For Retail Uses. (Ordinance 1613 was introduced at the meeting of March 28, 2016 without further action.)*

Councilor Vassar moved the passage and adoption of Ordinance No. 1613. Councilor Wagner seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The ordinance was adopted.

TOWN OF HIGHLAND, INDIANA
ORDINANCE NO. 1613

AN ORDINANCE DESIGNATING AN ECONOMIC DEVELOPMENT TARGET AREA WITHIN THE BOUNDARY OF AN ECONOMIC REVITALIZATION AREA ESTABLISHED BY RESOLUTION 2007-23 ADOPTED MAY 14, 2007 THAT IS LOCATED AT 8835 AND 8845 KENNEDY AVENUE TO ENABLE PROPERTY TAX ABATEMENT FOR RETAIL USES

WHEREAS, Indiana Code 6-1.1-12.1; amended, (the "Act") allows a partial abatement of property taxes attributable to "Redevelopment" or "Rehabilitation" activities in "Economic Revitalization Areas" as those terms are defined in the Act, and

WHEREAS, On May 14, 2007, the Highland Town Council adopted **Resolution No. 2007-23** designating an Economic Development Revitalization Area including 8835 and 8845 Kennedy Avenue; and

WHEREAS, IC 6-1.1-12.1-3(e) provides that any facility the primary purpose of which is retail food or beverage service; automobile sales or service; or other retail is not eligible for property tax abatement unless the facility is located in an Economic Development Target Area; and

WHEREAS, The Highland Redevelopment Commission desires to have the Real Estate located at 8835 and 8845 Kennedy Avenue designated as an Economic Development Target Area for the purpose of offering property tax savings for retail uses; and

WHEREAS, IC 6-1.1-12.1-7(a)(1) enables the Town Council to designate an Economic Development Target Area by ordinance after a favorable recommendation by the Economic Development Commission in a specific geographic territory that "has become undesirable or impossible for normal development and occupancy because of a lack of development, cessation of growth, deterioration of improvements or character of occupancy, age, obsolescence,

substandard buildings, or other factors that have impaired values or prevent a normal development of property or use of property"; and

WHEREAS, IC 6-1.1-12.1-7(b) enables the Town Council to designate up to 15% of the total geographic territory of the town to be in Economic Development Target Areas;

WHEREAS, At a meeting held March 1, 2016, the Highland Economic Development Commission determined the area proposed for an Economic Development Target Area within the Economic Revitalization Area that is located at 8835 and 8845 Kennedy Avenue is substantially less than 15% of the total geographic territory of the town; and

WHEREAS, At the meeting held March 1, 2016, the Highland Economic Development Commission unanimously recommended designation of an Economic Development Target Area located at 8835 and 8845 Kennedy Avenue to enable property tax abatement for retail uses; and

NOW THEREFORE, IT IS FOUND, DETERMINED AND ORDAINED, by the Town Council of the Town of Highland as follows:

Section 1. That the foregoing findings in the preamble to this ordinance are true, all information required to be submitted has been submitted in proper form and all requirements for approval of property tax abatement for retail uses located at 8835 and 8845 Kennedy Avenue have been met.

Section 2. That the real estate within the Economic Revitalization Area established by **Resolution No. 2007-23** adopted May 14, 2007, that is located at 8835 and 8845 Kennedy Avenue as described in **Exhibit A** attached and incorporated herein by reference, is found to be, declared and designated an Economic Development Target Area.

Section 3. That a property owner within said Economic Development Target Area who seeks tax abatement must submit an application of a form approved by the Redevelopment Commission and a "Statement of Benefits" (Form SB-1) prescribed by the Indiana Department of Local Government Finance before installing new equipment or before the redevelopment or rehabilitation of real property for which the person wishes to claim a deduction. The application fee shall be \$250.00 to defray actual processing and administrative costs.

Section 4. That in the consideration of all abatement applications for retail uses, the Town Council will hold a public hearing before making its decision whether to approve a deduction. The Town Council may approve a deduction period up to ten (10) years.

Section 5. That the Clerk-Treasurer is authorized and directed to file a copy of this ordinance, including a description of the real estate as contained in **Exhibit A**, with the Lake County Auditor and the Department of Local Government Finance.

Introduced and Filed on the 14th day of March 2016. Consideration on same day or at same meeting of introduction was not considered, pursuant to IC 36-5-2-9.8.

DULY ORDAINED and ADOPTED this 28th Day of March 2016, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Bernie Zemen, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-16-4-1;IC 36-5-6-5)

EXHIBIT A

Legal Description of 8835 and 8845 Kennedy Avenue

8835 Kennedy Avenue

Parcel # 45-07-21-453-001.000-026

Legal Description: All that part of Block 16, in the Town of Highland, as per plat thereof, recorded in Plat Book 1, page 86, in the Office of the Recorder of Lake County, Indiana, lying southwesterly of the Southwesterly right of way line and depot ground of the Chesapeake and Ohio Railroad Company, and lying North of the North line of Clough Street, and East of the East line of Kennedy Avenue all in the Town of Highland, Lake County, Indiana.

8845 Kennedy Avenue

Parcel # 45-07-21-453-002.000-026

Legal Description: Part of the Southwest ¼ of the Southeast ¼ of Section 21, Township 36 North, Range Original Town of Highland; thence Easterly along the North line of said Block 17 to the intersection of said North line with the Southwesterly line of the Right of way of the Chicago and Erie Railroad Station Grounds; thence Northwesterly along said Right of way to its intersection with the South line of Block 16 of the Original Town of Highland; thence West 241.42 feet along the South line of said Block 16 to the Southwest corner of said Block 16; thence South 60 feet to the Place of Beginning, in the Town of Highland, Indiana

PLAT MAP
 SHADED AREA DENOTES 8835 AND 8845 KENNEDY AVENUE

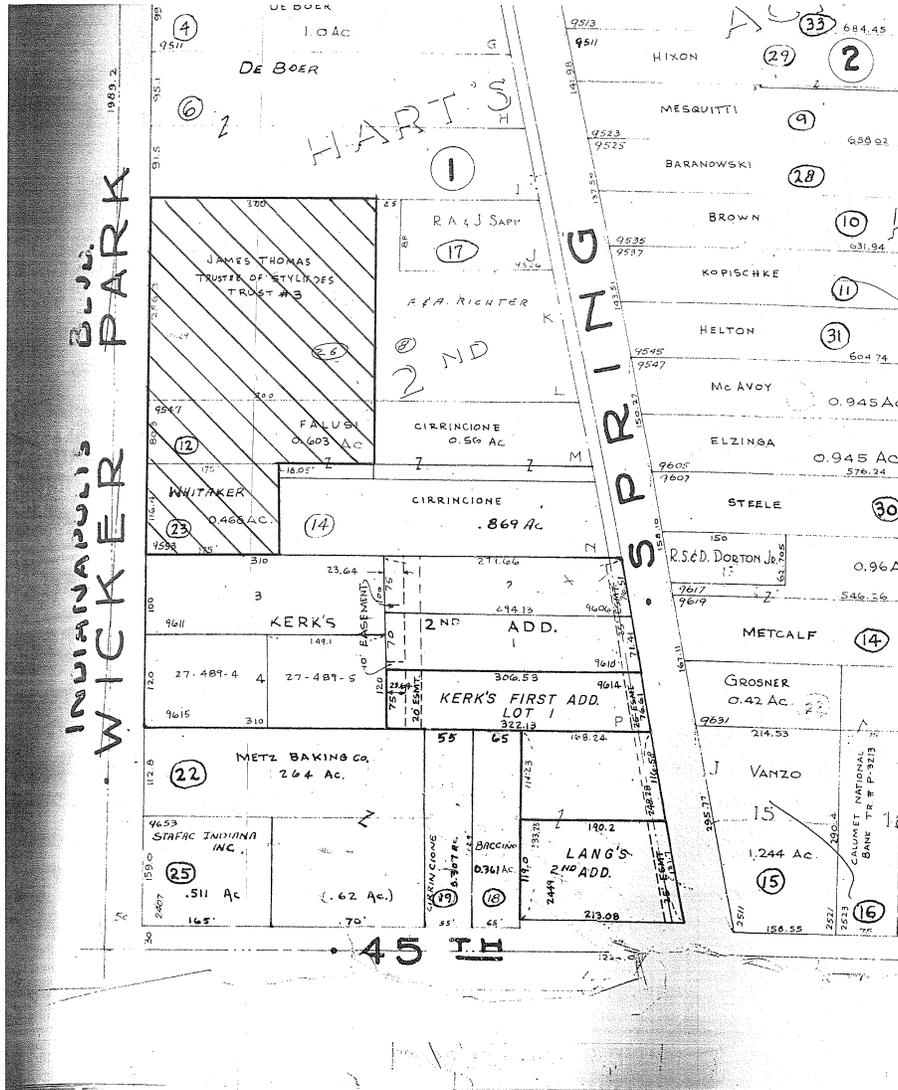


EXHIBIT B

Vyto's Pharmacy Tax Abatement Application (on file)

3. **Public Hearing:** On the matter of Granting Tax abatement, for a period not to exceed 5 years, to Petitioner Nathan Damasius DBA Vyto's Pharmacy. for property located at **8835-8845 Kennedy Avenue**, bringing \$1, 300,0000 in new assessed value and retain 6 existing FTE's and add 4 new FTE's. (*Resolution No. 2016-12 was adopted at the 14 March 2016 Council meeting setting this matter for consideration at this meeting.*)
- (a) Attorney verification of proof of publication: The TIMES 15 March 2016. The Town Attorney indicated that the proof was in compliance with IC 5-3-1.
- (b) **Public Hearing.** The Town Council President called the public hearing to order. There were no comments or remonstrances. The Town Council President closed the hearing.
- (c) Consideration of **Resolution No. 2016-14:** A Resolution Confirming Terms And Conditions Applicable To An Application For A Property Tax Abatement For Property Located At 8835 And 8845 Kennedy Avenue.

Councilor Vassar moved the passage and adoption of Resolution No.2016-14. Councilor Kuiper seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The resolution was adopted.

TOWN OF HIGHLAND, INDIANA
RESOLUTION NO. 2016-14

A RESOLUTION CONFIRMING TERMS AND CONDITIONS APPLICABLE TO AN APPLICATION FOR A PROPERTY TAX ABATEMENT FOR PROPERTY LOCATED AT 8835 AND 8845 KENNEDY AVENUE

Applicant: Vyto's Pharmacy

WHEREAS, Indiana Code 6-1.1-12.1 *et seq.*; amended, (the "Act") allows a partial abatement of property taxes attributable to "Redevelopment" or "Rehabilitation" activities in "Economic Revitalization Areas" as those terms are defined in the Act, and

WHEREAS, Property tax abatement, if approved, is applied as a deduction in the increase in assessed value that results from investment in new construction or rehabilitation of property; and

WHEREAS, On May 14, 2007, the Highland Town Council adopted **Resolution No. 2007-23** designating an Economic Development Revitalization Area including 8835 and 8845 Kennedy Avenue (**Exhibit A**); and

WHEREAS, An application for property tax abatement for the construction of a pharmacy headquarters/commercial/retail building (the "Project") to be located on the following legally described area in the Town of Highland, Lake County a/k/a 8835 and 8845 Kennedy Avenue has been received from Vyto's Pharmacy, a copy of which is attached and incorporated herein by reference (**Exhibit B**):

8835 Kennedy Avenue

Parcel # 45-07-21-453-001.000-026

Legal Description: All that part of Block 16, in the Town of Highland, as per plat thereof, recorded in Plat Book 1, page 86, in the Office of the Recorder of Lake County, Indiana, lying southwesterly of the Southwesterly right of way line and depot ground of the Chesapeake and Ohio Railroad Company, and lying North of the North line of Clough Street, and East of the East line of Kennedy Avenue all in the Town of Highland, Lake County, Indiana.

8845 Kennedy Avenue

Parcel # 45-07-21-453-002.000-026

Legal Description: Part of the Southwest ¼ of the Southeast ¼ of Section 21, Township 36 North, Range Original Town of Highland; thence Easterly along the North line of said Block 17 to the intersection of said North line with the Southwesterly line of the Right of way of the Chicago and Erie Railroad Station Grounds; thence Northwesterly along said Right of way to its intersection with the South line of Block 16 of the Original Town of Highland; thence West 241.42 feet along the South line of said Block 16 to the Southwest corner of said Block 16; thence South 60 feet to the Place of Beginning, in the Town of Highland, Indiana; and

WHEREAS, Said application proposes a \$1,300,000.00 newly constructed facility, for a net estimated value upon completion of \$1,410,000; that would bring four (4) additional jobs (4 FTE) and retain six (6) jobs (6FTE) in Highland with an estimated \$240,000.00 increase in annual payroll; and that may not proceed but for approval of tax abatement by the Town Council; and

WHEREAS, \$229,100.00 is the most recent assessed value of the property that is the subject of this resolution, and

WHEREAS, \$1,410,000.00 is the owner's estimated assessed value of the property upon completion of the Project; and

WHEREAS, The Real Estate is located within an Economic Revitalization Area within the Town of Highland; and

WHEREAS, The Act empowers the Town Council to approve a deduction as percentage of the increase in assessed value that results from investments in new construction or rehabilitation of property by following a hearing and confirmation of a Preliminary Resolution, provision of a public notice at least ten days before the date of a public hearing, conducting a public hearing and confirmation of a Final Resolution; and

WHEREAS, The Town Council adopted **Resolution 2015-12** fixing 7:00 PM, Monday, March 28, 2016, in the Council Chambers, Highland Town Hall, 3333 Ridge Road, Highland, Indiana, as the time and place for a public hearing for receiving testimony, remonstrances and objections from persons interested in or affected by the proposed application for tax abatement and directed the publication of notice of said hearing in accordance with the requirements of applicable law and notice was published ten days prior to the public hearing; and

WHEREAS, Notice of the public hearing was given to taxing units consistent with statutory requirements of IC 6-1.1-12.1-3 (a) to provide a "Statement of Benefits" expected to be derived from the proposed application ten days prior to the public hearing; and

WHEREAS, Town of Highland has heretofore established an Economic Revitalization Area consistent with its guidelines to create a positive image for the town through well designed, high quality development; increase jobs and generate tax revenues through new development; encourage development of business opportunities for all; encourage private investment along the corridor; enhance district neighborhoods through increased well planned economic opportunities; and to aid in the elimination of incomplete or inappropriate land uses; and

WHEREAS, Real estate located at 8835 and 8845 Kennedy Avenue, Highland, Indiana continues to be undesirable for, or impossible for, normal development and occupancy because of a lack of development, cessation of growth, deterioration of improvements or character of occupancy, age, obsolescence, substandard buildings, or other factors that have impaired values of or prevent a normal development of property or use of property, and/or such real estate includes a facility or group of facilities that are technologically, economically, or energy obsolete and which such obsolescence may lead to a decline in employment and tax revenues; and

WHEREAS, In considering the application and statement of benefits submitted by the petitioner, the Town Council has considered the effective utilization of vacant urban land, the stabilization and conservation of neighborhoods, the rehabilitation and replacement of obsolete and deteriorated structures, improvements to the physical appearance of the Town, effective utilization of energy, avoidance of environmental harm and increases in employment and assessed value of property located within the Town; and

WHEREAS, The Town Council now desires to affirmatively act upon the application for tax abatement from Vyto's Pharmacy, a petitioner who seeks to invest, redevelop and rehabilitate property located at 8835 and 8845 Kennedy Avenue, a property located in the established Economic Revitalization Area,

NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED, by the Town Council of the Town of Highland as follows:

Section 1. Having reviewed the designation application and statement of benefits as filed by the petitioner, pursuant to IC 6-1.1-12.1 et seq., and having conducted a public hearing on Monday, March 14, 2016 regarding this matter, the Town Council as the designating body for the Town of Highland hereby makes the following findings and determinations, pursuant to IC 6-1.1-12.1-3(b):

(A) That the Town Council finds and determines in the affirmative that the estimate of the value of the redevelopment or rehabilitation project located at **8835 and 8845 Kennedy Avenue, Highland, Indiana**, consisting of construction costs of **\$1,300,000.00** will yield an estimated (by owner) final assessed value of **\$1,300,000.00**, representing an estimated **\$1,070,900.00** increase over the current assessed value of **\$229,100.00** is reasonable for projects of this nature;

(B) That the Town Council finds and determines in the affirmative that the estimate of four (4) additional jobs (4 FTE) and retain six (6) jobs (6 FTE) can be reasonably expected to result from the proposed redevelopment;

(C) That the Town Council finds and determines in the affirmative that the estimate of a **\$550,000** annual payroll, increased from an annual payroll of **\$310,000.00** for those individuals who will be employed or whose employment will be retained can be reasonably expected to result from the proposed described redevelopment;

(D) That the Town Council finds and determines in the affirmative that all other benefits about which information was requested are benefits that can be reasonably expected to result from the proposed described redevelopment or rehabilitation;

(F) That the Town Council finds and determines in the affirmative that the totality of benefits from the increased private investment by the applicant within the Economic Revitalization Area is sufficient to justify the deduction authorized by this resolution;

Section 2. That **Resolution 2016-12** adopted by the Town Council on March 14, 2016, is hereby confirmed and the application for **property tax abatement** upon the *increase in assessed value* in consequence of new construction at 8835 and 8845 Kennedy Avenue, which is the subject of this resolution, is hereby approved for a period of time **not to exceed five (5) calendar years with 100% deduction on improvements**, according to the abatement schedule in IC 6-1.1-12.1-17, subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and the terms of this resolution;

Section 3. That the Applicant agrees to notify and appear before the Town Council of Highland if at any time during the five years the applicant intends to appeal his/her assessed value thereby affecting the amount of deduction;

Section 3. That pursuant to enabling authority provided at IC 6-1.1-12.1-2(i)(6), as a condition of approval for the deduction in assessed value, the applicant shall contribute **\$18,595.00** to the Town of Highland before permits are issued;

Section 4. That the provisions of IC 6-1.1-12.1-12, are hereby incorporated and shall apply to the economic revitalization area in which the property owner, which is the subject of this resolution, is located;

Section 5. The Clerk-Treasurer is authorized and directed to file a certified copy of this resolution, including a description of the real estate, with the Lake County Auditor, and such authorities as may be necessary to perfect this tax abatement authorization, pursuant to IC 6-1.1-12.1-3(d).

DULY RESOLVED and ADOPTED this 28th Day of March, 2016 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Bernie Zemen, President (IC 36-5-2-10)

ATTEST:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

EXHIBIT A

Resolution No. 2007-23, A Resolution Designating and Confirming an Economic Development Revitalization Area for Redevelopment Area I for the Downtown Area

Which Includes the Property Located at 8835 and 8845 Kennedy Avenue

TOWN OF HIGHLAND, INDIANA
RESOLUTION NO. 2007-23

A RESOLUTION DESIGNATING AN ECONOMIC REVITALIZATION
AREA COTERMINOUS WITH THE BOUNDARY OF THE
REDEVELOPMENT AREA

WHEREAS, Indiana Code 6-1.1-12.1 et seq.; amended, (the "Act") allows a partial abatement of property taxes attributable to "Redevelopment" or "Rehabilitation" activities and installation of new machinery and equipment in "Economic Revitalization Areas" as those terms are defined in the Act, and

WHEREAS, The Act provides that such Economic Revitalization Areas are areas within the Town which have:

"...become undesirable for, or impossible of, normal development, and occupancy because of a lack of development, cessation of growth, deterioration of improvements or character of occupancy, age, obsolescence, substandard buildings or other factors which have impaired values or prevent a normal development of property or use of property", and

WHEREAS, The Act empowers the Town Council to designate Economic Revitalization Areas within the Town by following a procedure hearing, provision of a public notice at least ten days before the date of a public hearing, conducting a public hearing and confirmation of the Preliminary Resolution and a Final Resolution, and

WHEREAS, The Town Council adopted Resolution 2007-10 fixing 7:00 PM, Monday, April 23, 2007 in the Council Chambers, Highland Town Hall, 3333 Ridge Road, Highland, Indiana, as the time and place for a public hearing for receiving remonstrances and objections from persons interested in or affected by the designation of a Economic Revitalization Area and directed the publication of notice of said hearing in accordance with the requirements of applicable law and notice was published ten days prior to the public hearing; and

WHEREAS, Notice of the public hearing was given to taxing units with a report of the town manager consistent with statutory requirements of IC 6-1.1-12.1-3 (a) to provide a "Statement of Benefits" expected to be derived from the proposed Economic Revitalization Area ten days prior to the public hearing; and

WHEREAS, The notice published in the NWI Times erroneously identified a date of April 26, 2007 instead of April 23, 2007 as the date for the public hearing; and,

WHEREAS, On April 23, 2009, the Town Council directed re-advertising of notice fixing 7:00 PM, Monday, May 14, 2007 in the Council Chambers,

Highland Town Hall, 3333 Ridge Road, Highland, Indiana, as the time and place for a public hearing for receiving testimony, remonstrances and objections from persons interested in or affected by the designation of a Economic Revitalization Area and directed the publication of notice of said hearing in accordance with the requirements of applicable law and the notice was published again ten days prior to the May 14, 2007 public hearing; and

WHEREAS, Having conducted the public hearing on May 14, 2007, in which the Town Council received evidence concerning the Economic Revitalization Area, including all remonstrances and objections from interested persons, the Town Council now desires to take appropriate action regarding the designation of an Economic Development Area (ERA), based upon that evidence, the Statement of Benefits and the Council's independent investigation;

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Town Council of the Town of Highland as follows:

Section 1. That the Town Council hereby finds and determines that the Town of Highland has heretofore through its Redevelopment Commission established a Redevelopment Area pursuant to IC 36-7-14 et seq.

Section 2. That the Town Council hereby further finds and determines that designation of the Redevelopment Area as an Economic Revitalization Area is an implementation strategy of the Comprehensive (Redevelopment) Plan for the Redevelopment Area, consistent with its guidelines, endeavoring to create a positive image for the town through well designed, high quality development; to increase jobs and generate tax revenues through new development; to encourage development of business opportunities for all; to encourage private investment along the corridor; to enhance district neighborhoods through increased well planned economic opportunities; and to aid in the elimination of incomplete or inappropriate land uses.

Section 3. That the Town Council hereby still further finds and determines as follows:

(a) That real estate within the Highland Redevelopment Area continues to be undesirable for, or impossible for, normal development and occupancy because of a lack of development, cessation of growth, deterioration of improvements or character of occupancy, age, obsolescence, substandard buildings, or other factors that have impaired values of or prevent a normal development of property or use of property, and/or such real estate includes a facility or group of facilities that are technologically, economically, or energy obsolete and which such obsolescence may lead to a decline in employment and tax revenues; and

(b) That the goal for a net increase of 300 full-time equivalent (FTE) jobs as set forth in the *Statement of Estimated Benefits* associated with the ERA

designation can reasonably be expected to result within the *Economic Revitalization Area* with average salaries of \$30,000 per year from private investment that would not occur but for a property tax abatement incentive; and

(c) That the goal for a \$10 million increase in the assessed value of real estate can reasonably be expected to result within the *Economic Revitalization Area* from private investment that would not occur but for a property tax abatement incentive; and

(d) That the goal for a \$1 million increase in the assessed value of machinery and equipment can reasonably be expected to result within the *Economic Revitalization Area* from private investment that would not occur but for a property tax abatement incentive; and

(e) That the totality of the benefits expected increased private investment within the *Economic Revitalization Area* is sufficient to justify property tax deductions; and

(f) That the Highland Redevelopment Commission desires to have real estate within the Redevelopment Area designated as an *Economic Revitalization Area* for the purpose of offering property tax savings as an incentive to facilitate implementation of its Comprehensive Plan for the Redevelopment Area.

(g) That in making the foregoing findings and determinations regarding designation of the real estate as an *Economic Revitalization Area*, the Town Council has considered the effective utilization of vacant urban land, the stabilization and conservation of neighborhoods, the rehabilitation and replacement of obsolete and deteriorated structures, improvements to the physical appearance of the Town, effective utilization of energy, avoidance of environmental harm and increases in employment and assessed value of property located within the Town.

(h) That the foregoing findings of fact are true, all information required to be submitted has been submitted in proper form and all requirements for approval of property tax abatement within the Highland Redevelopment Area have been met.

Section 4. That Resolution 2007-10 adopted by the Town Council on March 26, 2007 is hereby confirmed and the real estate within the Highland Redevelopment Area as described at Exhibit A is hereby declared, designated and found to be an *Economic Revitalization Area*.

Section 5. That a property owner or owners within the *Economic Revitalization Area* who seek tax abatement must submit an application on a form approved by the Redevelopment Commission and a "Statement of Benefits" (Form SB-1) prescribed by the Indiana Department of Local Government Finance before installing new equipment or before the

redevelopment or rehabilitation of real property for which the person wishes to claim a deduction. The application will establish standards to be used for evaluating applications for tax deduction that have a reasonable relationship to development objectives and design standards of the Redevelopment Commission.

Section 6. That along with each application which may be filed, a fee shall be paid, hereby fixed in the amount of \$250.00 to defray actual processing and administrative costs.

Section 7. That as part of the consideration of all abatement applications, the Town Council will conduct a public hearing before making its decision whether or not to approve a deduction. The Town Council may approve a deduction period up to ten (10) years.

Section 8. That the Clerk-Treasurer is authorized and directed to file a copy of this resolution, including a description of the real estate as contained in Exhibit A, with the Lake County Auditor and the Indiana Department of Local Government Finance.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA


Daniel E. Dernulc, President (IC 36-5-2-10)

Attest:



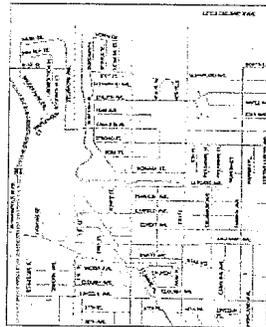
Michael W. Griffin, Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)



Exhibit A

Legal Description of Highland Redevelopment Area ERA

COMMENCING: at the intersection of the alley West of Lincoln Avenue and Kennedy Avenue;
THENCE: North to Ridge Road;
THENCE: West on Ridge Road to Osborn Street;
THENCE: North on Osborn Street to the NIPSCO Right-of-Way, extending along the Southeast line of the NIPSCO Right-of-Way to a point at which Garfield Avenue would intersect with the Norfolk Southern Railroad;
THENCE: North on along the West side of the Norfolk Southern Railroad to the NIPSCO Right-of-Way and Northwest along the NIPSCO Right-of-Way to LaPorte Avenue, if extended;
THENCE: East along LaPorte Avenue, if extended until the alley on the West side of Kennedy Avenue;
THENCE: North on the West alley of Kennedy Avenue to the Little Catumet River;
THENCE: East along the Little Catumet River for 505 feet;
THENCE: South 983 feet;
THENCE: West 40 feet;
THENCE: South 714 feet along the East side of the alley to the South Right-of-Way of Duluth Avenue;
THENCE: West to the East alley of Kennedy Avenue;
THENCE: South along the East alley of Kennedy Avenue to the NIPSCO Right-of-Way;
THENCE: West to the center of Kennedy Avenue;
THENCE: South along the center of Kennedy Avenue to LaPorte Avenue;
THENCE: East to the east alley of LaPorte Avenue;
THENCE: South to the alley North of Highway Avenue;
THENCE: East along the alley North of Highway Avenue to Fifth Street;
THENCE: South on Fifth Street to Lincoln Avenue;
THENCE: West on Lincoln Street to the point of beginning, the intersection of the alley West of Lincoln Avenue and Kennedy Avenue.



TAX ABATEMENT APPLICATION FROM VYTO'S PHARMACY INCLUDING THE INDIANA STATE
FORM, SB-1 FORM

ECONOMIC DEVELOPMENT ANALYSIS FOR AN ACCELERATED FIVE YEAR REAL PROPOERTY
ASSESSED VALUATION DEDUCTION

LAKE COUNTY ASSESSMENT OF 8835 AND 8845 KENNEDY AVENUE INCLUDING CURRENT TAX
BILL FOR 8835 AND 8845 KENNEDY AVENUE

PLAT MAP OF AREA

(All are on file)

Unfinished Business and General Orders:

1. **Works Board Order No. 2016-09:** An Order of the Works Board Offering, Authorizing and Approving an Extension to the Contract between the Town of Highland and Walsh & Kelly, Incorporated for Materials and Services – Asphalt Work through December 31, 2016, all Pursuant to Indiana Code 5-22 *et Seq.* and Chapter 3.05 of the Highland Purchase Code.

Councilor Wagner moved the passage and adoption of Works Board Order No. 2016-09. Councilor Kuiper seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The order was adopted.

TOWN of HIGHLAND
BOARD OF WORKS
ORDER of WORKS BOARD NO. 2016-09

**AN ORDER of the WORKS BOARD OFFERING, AUTHORIZING and APPROVING AN
EXTENSION to the CONTRACT BETWEEN THE TOWN OF HIGHLAND AND WALSH &
KELLY, INCORPORATED for MATERIALS and SERVICES – ASPHALT WORK through
DECEMBER 31, 2016, ALL PURSUANT to INDIANA CODE 5-22 ET SEQ. and CHAPTER
3.05 of the HIGHLAND PURCHASE CODE**

Whereas, The Town of Highland did receive bids on March 12, 2012 for Road Materials and Services, which included asphaltting work and associated services, pursuant to IC 5-22 *et seq.* and on April 23, 2012, the Town Council for the Town of Highland accepted and awarded a bid for several items of asphalt work and associated services to Walsh & Kelly, Incorporated, as the lowest responsible and responsive bid; and

Whereas, Walsh & Kelly, Incorporated has expressed interest, through a letter dated November 12, 2015, attached hereto, to extend the current contract for an additional year at the same terms and conditions for Road Materials and Services, Asphalt Paving;

Whereas, Walsh & Kelly, Incorporated has demonstrated professional competence and qualifications to perform the particular concrete work for the Town of Highland and it has been determined that extending the current contract will realize a cost and time savings for mutual benefit of the both parties; and

Whereas, The Town Council for the Town of Highland, pursuant to IC 5-22-17-4, now wishes to offer a contract extension to Walsh & Kelly, Incorporated, through December 31, 2016, for Road Materials and Services – Asphalt Paving, under the original terms, conditions and prices as the original contract (1-year).

Now Therefore Be it Ordered by the Town Council of the Town of Highland, Lake County, Indiana,

Section 1. That the Director of Public Works is hereby ordered to offer contract a extension to Walsh & Kelly, Inc. for Road Materials and Services – Asphalt Paving under the same terms, conditions, and prices for the period January 1, 2016 through December 31, 2016;

Section 2. That, if accepted, the Director of Public Works be authorized to execute the Contract Extension with his signature as attested thereto by the Clerk Treasurer.

Be it So Ordered

DULY, PASSED, ADOPTED and ORDERED by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 22nd day of March, 2016 having passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

Bernie Zemen, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-16-4-1;IC 36-5-6-5)

2. **Works Board Order No. 2016-10:** A Preliminary Order for the 3400 block of Condit Street Reconstruction Project and Financing thereof through Municipal General Improvement Fund and Special Assessments from Property Owners Benefiting from such Improvements.

Councilor Herak moved the passage and adoption of Works Board Order No. 2016-10. Councilor Wagner seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The order was adopted.

TOWN OF HIGHLAND
Order of the Works Board No. 2016 - 10

A PRELIMINARY ORDER FOR THE 3400 BLOCK OF CONDIT STREET RECONSTRUCTION PROJECT AND FINANCING THEREOF THROUGH MUNICIPAL GENERAL IMPROVEMENT FUND AND SPECIAL ASSESSMENTS FROM PROPERTY OWNERS BENEFITING FROM SUCH IMPROVEMENTS

Whereas, Pursuant to IC 36-1-2-24, the Town Council is the works board for the Town of Highland, Indiana (the "Town"); and

Whereas, Pursuant to Ordinance No. 1084, adopted by the Town Council on March 23, 1998, the Town has established a Municipal General Improvement Fund to provide monies to construct, repair, reconstruct or improve certain streets, alleys, sidewalks, curbs, gutters and sewers within the Town; and

Whereas, several residents of the **3400 block of Condit Street** have requested consideration of the Town of Highland to install concrete curbs and public sidewalks; and

Whereas, The cost for curb and sidewalk shall be paid for by the adjoining property owners based upon front footage of their property through a special assessment pursuant to the Special General Improvement District statute; and,

Whereas, The Town Council desires to proceed with the **Condit Street Reconstruction Project** and to finance the portion of the cost of such projects relating to reconstruction of curbs and sidewalks (each such portion of a project, an "Improvement") through the Municipal General Improvement Fund; and

Whereas, The Town has retained Garcia Consulting to prepare plans and specifications for the **3400 Block of Condit Street Reconstruction Project**; and

Whereas, The Town desires to finance the costs of the improvements pursuant to assessments to be collected from the property owners benefited by the respective proposed improvements as set forth in IC 36-9-36,

Now Therefore, be it resolved by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That the Town Council hereby makes a preliminary determination to proceed with the **3400 Block of Condit Street Reconstruction Project** and to finance the cost of the improvements through the Municipal General Improvement Fund and the collection of special assessments from property owners benefited by the respective improvements pursuant to IC 36-9-36;

Section 2. That the Town Council hereby adopts the plans and specifications for the projects and directs the Project Engineer to place on file cross-sections, general plans and specifications for each of the improvements;

Section 3. That the Town Council hereby adopts the estimate of the maximum cost of each of the improvements attached hereto as Exhibit A and directs the Clerk Treasurer to place such estimate of maximum costs on file in the office of the Town Council;

Section 4. That the Town Council hereby determines to hold a public hearing regarding each of the improvements and whether the benefits that will accrue to the property liable to be assessed for the respective improvements will equal the maximum estimated cost of each of the improvements, which public hearing will be held at the regular meeting place of the Town Council at **7:00 P.M. on April 11, 2016**, and the Town Council

further directs the Clerk Treasurer to publish notice of such hearing and to mail notice of such hearing to property owners affected by the respective improvements.

Be it So Ordered.

Duly adopted by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board this 28th day of March, 2016 by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL OF THE TOWN OF
HIGHLAND, INDIANA

Bernie Zemen, President

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer

- 3. Works Board Order No. 2016-11:** An Order of the Works Board Approving and Authorizing An agreement between Dewberry Architects, Incorporated of Elgin Illinois, and the Town of Highland to perform Professional Architectural Programming and related Professional Services.

Councilor Herak moved the passage and adoption of Works Board Order No. 2016-11. Councilor Vassar seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The order was adopted.

THE TOWN of HIGHLAND
ORDER OF THE WORKS BOARD NO. 2016-11

AN ORDER OF THE WORKS BOARD APPROVING AND AUTHORIZING AN AGREEMENT BETWEEN
DEWBERRY ARCHITECTS, INCORPORATED OF ELGIN ILLINOIS, AND THE TOWN OF HIGHLAND TO
PERFORM PROFESSIONAL ARCHITECTURAL PROGRAMMING AND RELATED PROFESSIONAL SERVICES.

Whereas, Dewberry Architects, Inc., 25 South Grove Avenue, Suite 500, Elgin, Illinois, 60120 has offered and presented an agreement to provide and **perform an investigation and review for new Town Hall site concepts and related professional** services in consideration for fees to be charged and billed hourly, according to the agreement, in an amount not to exceed fifteen thousand dollars (\$15,000); and

Whereas, The Town of Highland, through its Town Council now desires to approve and accept the agreement for services as herein described.

Now Therefore Be it Ordered by the Town Council of the Town of Highland, Lake County, Indiana;

Section 1. That the agreement proposed by Dewberry Architects, Inc., 25 South grove Avenue, Suite 500, Elgin, Illinois, 60120 to provide and **perform an investigation and review for new Town Hall site concepts and related professional** services, (incorporated by reference and made a part of this Order) between Dewberry Architects, Incorporated and the Town of Highland, is hereby approved, and adopted in each and every respect;

Section 2. That there have been identified sufficient and available appropriations, in the **Office of the Town Council, Corporation General Fund**, to support the payments under the agreement, pursuant to IC 5-22-17-3(e);

Section 3. That the terms and charges under the agreement in the not to exceed amount of fifteen thousand, dollars (\$15,000) as set forth in the agreement are found to be reasonable and fair;

Section 4. That the Town of Highland, through its Town Council, believes that Dewberry Architects, Inc., has demonstrated professional competence and qualifications to perform the particular professional architectural services called for in the Agreement, pursuant to *I.C. 5-16-11.1-5 and Section 3.15.050 of the Highland Municipal Code*;

Section 5. That the Town Council President of the Town is authorized to execute the Agreement with his signature as attested thereto by the Clerk-Treasurer.

Be is so Ordered.

DULY, PASSED AND ADOPTED by the Town Council of the Town of Highland, Lake County, Indiana this 28th day of March 2016 having passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

Bernie Zemen, President

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer

- Proposed Ordinance No. 1614:** An Ordinance to Amend the Highland Municipal Code by Repealing the subchapter establishing the Municipal Cumulative Capital Development Fund, and amending by re-Establishing the subchapter, with the same sections in the Highland Municipal Code, all Pursuant to IC 36-1-3, IC 36-5-2, IC 36-9-15.5 and IC 6-1.1-41 et seq.

Councilor Herak introduced and filed Proposed Ordinance No. 1614. There was no further action. A public hearing would be scheduled for April 25, 2016 to consider the subject of the proposed ordinance.

- Action to approve pay for employee at higher than starting pay for the range of the position, pursuant to Section 2 (a) of Ordinance No. 1578 the Wage and Salary Ordinance, as amended.

Building Commissioner wishes to appoint a person to the position of Assistant Ordinance Inspector (See Section 5.20.060(A) in HMC) in order to allow training period with current officer, who is anticipated to be leaving service with the Town. The authorized pay range for the position is \$10.45 to \$25.65 per hour. The Building Commissioner seeks to appoint, Mr. Andrew Lerma, at the starting pay of \$16.05 per hour.

Councilor Herak moved to approve paying the new employee at \$16.05, which is higher than the starting rate for the position. Councilor Vassar seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The higher pay was approved.

- Resolution No. 2016-15:** An Exigent Resolution providing for the Transfer of Appropriations Balances from and Among Major Budget Classifications in the Public Safety Income Tax Fund as Requested by the Proper Officer and Forwarded to the Town Council for its Action, Pursuant to IC 6-1.1-18-6.

Councilor Wagner moved the passage and adoption of Resolution No. 2016-15. Councilor Vassar seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The order was adopted.

TOWN OF HIGHLAND
APPROPRIATION TRANSFER RESOLUTION
RESOLUTION NO. 2016-15

AN EXIGENT RESOLUTION PROVIDING for the TRANSFER of APPROPRIATION BALANCES from and AMONG MAJOR BUDGET CLASSIFICATIONS in the PUBLIC SAFETY INCOME TAX FUND as REQUESTED BY THE PROPER OFFICER AND FORWARDED to the TOWN COUNCIL for its ACTION PURSUANT TO IC 6-1.1-18-6.

WHEREAS, It has been determined that certain exigent conditions have developed since adoption of the original budget and it is now necessary to transfer certain appropriations into different categories than were initially appropriated for the various functions of the **Public Safety Income Tax Fund**;

NOW, THEREFORE BE IT RESOLVED by the Town Council of the Town of Highland, Lake County, Indiana as follows:

Section 1. That for the expenses of said municipality, the following appropriations are hereby transferred and set apart out of the funds hereinafter named for the purposes specified, subject to the laws governing the same, such sums herein transferred unless otherwise stipulated by law;

Section 2. That it has been shown that certain existing unobligated appropriations of the **Public Safety Income Tax Fund** which are not needed at this time for the purposes for which originally appropriated, and may be transferred to a category of appropriation in order to satisfy an existing need, as follows:

PUBLIC SAFETY INCOME TAX FUND

Reduce Account:		
249-0000-38000		\$ 37,675.00
	<i>Total 300 Series Reductions</i>	\$ 37,675.00

Increase Account:		
249-0000-43046 Traffic Control Device for Fire Stat. 2		\$ 37,675.00
	<i>Total 400 Series Increases</i>	\$ 37,675.00

Total of All Fund/Department Decreases:	\$ 37,675.00
Total of All Fund/Department Increases:	\$ 37,675.00

DULY RESOLVED and ADOPTED this 28th Day of March 2016 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Bernie Zemen, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

7. Authorizing the proper officer to publish legal notice of a public hearing to consider additional appropriations in the amount of \$42,475 in the Public Safety Income Tax Fund and in the amount of \$300 in the Metropolitan Police Department of the Corporation General Fund.

Councilor Herak moved to authorize the proper officer to advertise for a public hearing to consider proposed additional appropriations as indicated. Councilor Wagner seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The legal notice for the public hearing was authorized.

Comments or Remarks from the Town Council:

(For the Good of the Order)

- **Councilor Mark Herak:** *Budget and Finance Chair • Liaison to the Board of Sanitary Commissioners • Liaison to the Community Events Commission • Liaison to the Board of Waterworks Directors.*

Councilor Herak reported that the westbound flashing yellow caution lights are not working at the 41st Street intersection of the Bike Trail.

Councilor Herak acknowledged the Public Works Director and engaged in a discussion regarding the staging area for the construction teams associated with the Kennedy Avenue Water main Replacement Project.

Councilor Herak acknowledged the Parks and Recreation Superintendent who reported on the status of recreation programs. The Parks and Recreation Superintendent further reported on the imminent retirement of Park Service

Officer Elizabeth Gail Nelson, who was retiring after 35 years of service. He noted her last day was April 1.

- **Councilor Dan Vassar:** • *Liaison to the Park and Recreation Board.*

Councilor Vassar commended Elizabeth Nelson on her career and noted that when he worked summers in the Parks and Recreation Department, he had occasion to become acquainted.

- **Councilor Steve Wagner:** • *Advisory Board of Zoning Appeals Liaison.*

Councilor Wagner noted expressed his pleasure at being back for Council business.

- **Councilor Konnie Kuiper:** • *Town Board of Metropolitan Police Commissioners, Liaison • Fire Department, Liaison • Chamber of Commerce Co-Liaison.*

Councilor Kuiper acknowledged the Fire Chief who reported on the passing of John Goettler, the Indiana Deputy State Fire Marshal.

Councilor Kuiper acknowledged the Public Works Director who offered a brief report on the NIPSCO Natural Gas Line replacement project. He noted that this would begin this week.

- **Council President Bernie Zemen:** *Municipal Executive Chamber of Commerce Co-Liaison • IT Liaison • Redevelopment Commission Liaison.*

The Town Council President acknowledged the Redevelopment Director, who thanked the Town Council for its favorable actions for the Economic Development Target Area and the tax abatement. She also introduced V.J. Damasius, the petitioner for Vyto's Pharmacy.

The Town Council President acknowledged the Building Commissioner who offered a brief survey of matter pending before the Plan Commission. He also reported on initiating Unsafe Building proceedings at a location on Lincoln Street and the 10000 block of Erie Place.

Comments from Visitors or Residents:

1. Rick Volbrecht, 9221 Parkway Drive, Highland, referenced the minutes from the Park and Recreation Board Study Session of November 5, 2015, in which there was discussion regarding a multipurpose facility. Mr. Volbrecht urged the Town Council to see that accurate information regarding the project and its status be provided.

Payment of Accounts Payable Vouchers. There being no further comments from the public, Councilor Kuiper moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period March 15, 2016 through March 28, 2016 and the payroll dockets for March 4 and March 18, 2016. Councilor Vassar seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The accounts payable vouchers for the vendor docket were allowed, payments allowed in advance were ratified, the payroll dockets listed were ratified and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

Vendors Accounts Payable Docket:

General Fund, \$189,021.41; Motor Vehicle Highway and Street (MVH) Fund, \$27,340.99; Local Road and Street Fund, \$14,271.60; Law Enforcement Continuing Education, Training, and Supply Fund, \$1,784.32; Flexible Spending Account Fund, \$1,395.34; Information and Communications Technology Fund, \$6,009.02; Police Pension Fund, \$65,208.56; Municipal Cumulative Capital Development Fund, \$1,215.77; General Improvement Fund, \$12.00; Traffic Violations and Law Enforcement Agency Fund, \$11,093.50; Gaming Revenue Sharing Fund, \$20,006.14; Public Safety Income Tax Fund, \$5,994.45; Total: \$343,353.10.

Payroll Docket for payday of March 4, 2016:

Council, Boards and Commissions, \$0.00; Office of Clerk-Treasurer, \$15,284.28; Building and Inspection Department, \$7,351.65; Metropolitan Police Department, \$113,717.89; Fire Department, \$3,361.76; Public Works Department (Agency), \$72,564.30 and 1925 Police Pension Plan Pension Fund, \$0.00; Total Payroll: \$212,279.88.

Payroll Docket for payday of March 18, 2016:

Council, Boards and Commissions, \$10,641.84; Office of Clerk-Treasurer, \$15,397.31; Building and Inspection Department, \$7,336.82; Metropolitan Police Department, \$117,601.37; Fire Department, \$3,597.30; Public Works Department (Agency), \$66,317.55 and 1925 Police Pension Plan Pension Fund, \$62,127.83; Total Payroll: \$283,020.02.

Adjournment of Plenary Meeting. Councilor Kuiper moved that the plenary meeting be adjourned. Councilor Vassar seconded. Upon a vote *viva voce*, the motion passed. The regular plenary meeting of the Town Council of Monday, March 28, 2016 was adjourned at 7:35 O'clock p.m. There was no study session following this meeting.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer